



**PACIFIC RIM SCHOOL DISTRICT  
SPECIAL PUBLIC BOARD MEETING MINUTES  
June 24, 2025, 3:30 p.m.  
Administration Office Board Office, Port Alberni**

Pam Craig - Board Chair  
Cynthia Orr - Vice Chair  
Cherilyn Bray - Trustee  
Janis Joseph - Trustee  
Larry Ransom - Trustee  
Chris Washington - Trustee  
Helen Zanette - Trustee  
Peter Klaver - Superintendent  
Barbara Ross - Secretary Treasurer  
James Messenger - Assistant Superintendent  
Carla Neville, Controller (via Teams)  
Ryan Dvorak - ADTU President  
Wendy Arnett - ADTU Vice President  
Nadine White – CUPE President (via Teams)  
Paula Mason, Manager of Corporate Services

---

**1. Call to Order/Land Acknowledgement**

**2. Approval of Agenda**

**Moved by:** Trustee Bray

**Seconded by:** Trustee Orr

THAT the Board of Education approve the June 24, 2025 Public Board Meeting agenda as presented.

**Carried**

**3. Conflict of Interest Declaration**

There were no conflicts declared.

**4. Adoption of Minutes**

Correct the acronym in item 5.0 to read IEAC (Indigenous Education Advisory Committee). Page 10.5 – the motion was seconded by Washington.

**Moved by:** Trustee Zanette

**Seconded by:** Trustee Ransom

That the Public Board Meeting minutes of June 10, 2025 be approved as amended.

**Carried**

5. **Announcements of the Chair**

This is the last Board Meeting of the 2024/25 school year. Huge thanks to all the students and staff for all the events that happened around the district in celebration of National Indigenous Peoples Day.

6. **Student Voice**

7. **Trustee Statements**

Trustee Bray loves seeing the addition of Student Voice on the agendas. Trustee Joseph loved the interactive event held this week at John Howitt Elementary School.

8. **Petitions/ Delegations/ Presentations**

9. **Unfinished Business/ New Business**

10. **Staff Reports**

**10.1 2025/26 Annual Budget (preliminary)**

A copy of the Bylaw was provided to everyone in the room.

**Moved by:** Trustee Bray

**Seconded by:** Trustee Joseph

THAT the Board of Education approve the 2025-26 Annual Budget as presented.

**Carried**

**Moved by:** Trustee Ransom

**Seconded by:** Trustee Orr

THAT the Board of Education approve all three readings of School District No. 70 (Pacific Rim) Annual Budget Bylaw for fiscal year 2025/2026 in the June 24, 2025 Public Meeting of the Board.

**Carried**

**Moved by:** Trustee Joseph

**Seconded by:** Trustee Bray

Be it resolved as having been read a first, second and third time as provided for in the bylaws, THAT the Board Chair and the Secretary-Treasurer be authorized to execute this Annual Budget Bylaw 2025-26 on behalf of the Board and that the corporate seal of the Board be affixed thereon.

**Carried**

## 10.2 Land Disposal - Ministerial Approval

Manager Mason provided an overview of her report.

**Moved by:** Trustee Washington

**Seconded by:** Trustee Joseph

THAT the Board of Education of School District No. 70 (Pacific Rim) declare a portion of the property located at Lot 10, Plan VIP30080, District Lot 282, Clayoquot Land District (1350 Peninsula Road), as shown in the attached appendices, as surplus to the educational needs of the district.

**Carried**

**Moved by:** Trustee Bray

**Seconded by:** Trustee Orr

THAT the Board of Education direct staff through the Superintendent to proceed through the steps required by the District of Ucluelet and the Ministry of Infrastructure, to legally subdivide the portion of land, currently contained in PID 001-288-270, Lot 10, Plan VIP30080, District Lot 282, Clayoquot Land District (1350 Peninsula Road) into its own lot, pending ministerial approval.

**Carried**

**Moved by:** Trustee Orr

**Seconded by:** Trustee Bray

THAT the Board of Education direct staff through the Superintendent to prepare and submit a formal request to the Ministry of Infrastructure seeking approval to dispose of the property, for the purpose of performing a land exchange of the following lands with the District of Ucluelet as follows:

The transfer of a portion of School District No. 70 (Pacific Rim) land legally described as: PID 001-288-270, Lot 10, Plan VIP30080, District Lot 282, Clayoquot Land District (1350 Peninsula Road) to the District of Ucluelet, in exchange for the transfer of a portion of District of Ucluelet land legally described as: District Lot 281, Clayoquot Land District, PT OF THE REM OF DL 281 THAT PORTION LOCATED AT THE END OF SHORT RD to School District No. 70 (Pacific Rim).

**Carried**

**Moved by:** Trustee Joseph

**Seconded by:** Trustee Ransom

THAT the Board of Education direct staff through the Superintendent to complete a Letter of Intent setting out the terms of understanding of an agreement to complete an in-kind land exchange and subdivision between School District No.

70 (Pacific Rim) and the District of Ucluelet, for the purpose of developing much-needed community housing, including a clause that the proposed project is “subject to Ministerial approval”.

**Carried**

**Moved by:** Trustee Bray

**Seconded by:** Trustee Washington

THAT the Board of Education direct staff through the Superintendent to provide a Letter of Support to the District of Ucluelet supporting their proposed affordable housing project.

**Carried**

- 11. **Policy Development**
- 12. **Notice of Motion**
- 13. **Correspondence - Action Required**
- 14. **Correspondence - For Information**
- 15. **External Board Committees**
- 16. **Internal District Committees**
- 17. **Audience Question Period**

ADTU President Dvorak wished everyone a very Happy Summer.

- 18. **Next Meeting**
- 19. **Adjournment**

---

Board Chair

---

Secretary Treasurer